

**Pete's Mountain Water Company  
MINUTES OF THE SPECIAL MEETING  
OF THE BOARD OF DIRECTORS**

**DATE:** February 26, 2018

**TIME:** 7:00 p.m.

**PLACE:** 2480 SW Gregory Dr  
West Linn, OR 97068

**BOARD MEMBERS**

**PRESENT:** David Pollack  
Ken Roberts  
Jim Battan  
Bruce Tabor  
Max LaBar  
Kay Pollack  
Dana Yip

**BOARD MEMBERS**

**ABSENT:** none

**OTHERS PRESENT:** none

**Call to Order**

David Pollack acted as chair for the meeting and Jim Battan served as secretary. Mr. Pollack convened the meeting, noting that the meeting had been called in accordance with the bylaws and that a quorum of board members was present.

**Approval of Minutes**

The minutes of the meeting held on January 22 2018 will be approved at the next board meeting.

**Old Business**

Mr. Tabor presented the monthly Treasurer's report. Investigations into new billing software will continue later in 2018. Mr. Battan proposed the criteria for quarterly financial reports and an annual financial review. Motion seconded and passed unanimously.

Mr. Pollack announced that RH2 is preparing their 30% Plan after we meet with PGE next month.

Mr. LaBar agreed to investigate the potential use of a common backflow testing company.

**New Business**

Mr. Roberts is researching board liability insurance policies and will report at our next meeting.

Mr. Battan has centralized management of all official company living and historic documents.

Mr. Roberts proposed to amend the Bylaws to move the annual meeting to June. Moved, seconded, and passed unanimously.

There being no further formal business, the meeting adjourned at 9:46 p.m.

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Jim Battan, Secretary